

**LAZ Parking Questions RE:  
Qualifications to Operate Parking Facility at Bishop International Airport  
July 12, 2019**

1. The RFQ states that the term of the agreement is for three (3) years with an additional three (3) year extension at the Authority's option. However, the management agreement provided states that the term is sixty (60) months. Please clarify this discrepancy.

ANSWER: The agreement is for three (3) years with an additional three (3) year extension at the Authority's option

2. We understand that the proposals are required to be printed single-sided. Does this also apply to any supplemental materials? For example, "employee training manuals and handbooks, audited financial statements, and other supplemental information and materials requested or required."

ANSWER: No

3. Please confirm the address where you wish to have proposals delivered. For example Appendix A Proposal Form gives the address as "Bishop International Airport Authority, 3425 W. Bristol Rd., Flint, MI 48507" whereas the information for submitting questions provides the following.

ANSWER: The below information should be used for delivery of the proposal:

Mr. Nina Sapone, AAE  
Deputy Airport Director – Operations & Maintenance  
Bishop International Airport Authority  
G-3425 W. Bristol Rd.  
Flint, MI 48507

4. In the Proposal Form under Information Concerning Proposer, it asks for qualification to do business in the state of Indiana: "Proposer is in good standing in its state of organization and qualified to do business in the State of Indiana." Is this meant to be for the State of Michigan? If so could you please send a new form or should we make this correction?

ANSWER: A corrected copy of the RFP is on the Authority's website.

5. Please provide the most recent staffing schedules for the Self-Park, and shuttle operations, including current pay rates.

ANSWER: The contractor does the scheduling based on the airline arrivals and departure schedule.

6. How many employees of the self-park, valet, and shuttle operation currently receive health insurance?

ANSWER: 6; we do not currently have a valet operation.

7. Is the current PARCS equipment fully PCI compliant?

ANSWER: Yes

8. Please provide a 2-year history of workers comp. claims in the current operations, including the monetary payout or settlement.

ANSWER: We do not have this information. The contractor carries the workers' compensation policy and we only reimburse the cost of the same.

9. Who will be the owner of the credit card MIDs, should the credit card fee expense be included in the budget?

ANSWER: The contractor, not the Authority, will be the owner of the credit card MID. The credit card fee expense should be included in the budget.

10. Can the Authority please provide an estimate of the 2019 expected revenues?

ANSWER: \$3.9 million

11. What is the % of credit card versus cash collected?

ANSWER: 24% for 2018 and 22.2% for 2019

12. Are there plans to replace the equipment anytime during the term of the new contract?

ANSWER: Not currently.

13. Are there minimum cashier staffing requirements in each lot?

ANSWER: As deemed necessary and as to provide adequate customer service with consideration of the airline departure and arrival schedules.

14. What agency is used to certify current ACDBE companies?

ANSWER: Please refer to the State of Michigan – Michigan Unified Certification Program for more specific information. The Michigan Department of Transportation is one of three certifying entities and their information is as follows:

Michigan Department of Transportation  
Office of Business Development  
425 West Ottawa St. PO Box 30050  
Lansing, MI 48909  
Phone: 866-323-1264 or 866-323-4009

Fax: 517-335-0945  
Email: [mdot-dbe@michigan.gov](mailto:mdot-dbe@michigan.gov)

15. Can the Authority provide a list of ACDBE companies currently providing service at FNT.

ANSWER: Paradies Metro Ventures and MSE Branded Foods, LLC

16. Is there currently a PARC preventative maintenance contract on the equipment?

ANSWER: This is the responsibility of the contractor. The Authority reimburses the cost of the maintenance contract.

17. Is there currently an LPI system in place? Who owns this system, and would it transfer to a new operator?

ANSWER: The LPI system would transfer to a new operator.

18. Can the Authority provide the current operating budget and historical P&Ls for the operation?

ANSWER: The RFP supplied the revenue and the total expenses for the parking operation. The expenses include all expense related to running the operation.

19. Can the Authority confirm that the ACDBE stated goal is 0%?

ANSWER: Per the RFP, An ACDBE specific goal has not been established for the contract.

20. Can the Authority provide a 2 years historical accounting of the snow removal activities in the parking lots?

ANSWER: The contractor is responsible for the snow removal activities in the parking lots. We do not have an accounting of the snow removal activities.

21. Does the current office furniture remain with the operation, or should a new operator include a start up budget to cover the expense of replacing the current furniture?

ANSWER: The Authority owns office furniture.

22. Please confirm that Long-Term Phase I and Long-Term Phase II are not covered under this RFQ?

ANSWER: Long-term Phase I and Phase II ARE covered under this RFQ and make up the total of 870 of long term space.

23. Please confirm that Exhibit D "Minimum preventive maintenance schedule" is a general list of requirements and some items may not apply to the parking operations, specifically those labeled "Hanger"?

ANSWER: Our maintenance department takes care of the major systems of the buildings and any parking lot repair. The contractor provides for the maintenance of ticket spitters, gate arms,

revenue system, credit card readers, shuttle and truck routine and non-routine maintenance & repair, and parking lot plowing and salting.

24. What utilities will the operator be responsible for? Electrical, water, telephone and internet?

ANSWER: The Authority pays the electric and water directly. The contractor is responsible for the phone and internet that we reimburse the contractor for.

25. If a company has applied to be certified as an ACDBE, will that count to the credit for this section?

ANSWER: No

26. Please provide a breakdown of revenues by lot, by month, for the past 3 years.

ANSWER: See below:

	<b>LONG TERM</b>	<b>SHORT TERM</b>	<b>ECONOMY (SHUTTLE)</b>	<b>TOTAL</b>
<b>2016</b>	\$ 2,089,641	\$ 562,366	\$1,678,771	\$ 4,330,778
<b>2017</b>	2,043,819	549,330	1,518,264	4,111,413
<b>2018</b>	1,911,765	544,248	1,459,583	3,915,596
<b>2019 (THRU JUNE)</b>	1,215,818	158,308	832,766	2,206,892
Price increase was effective 11/1/2018				